

CS 3.90 Reduction for Employee Compensation Summary Sheet

(Dollars in Thousands)

Org Code _____

Department Name _____

| | - A - | - B - | - C - (A + B) | - D - | - E - (C + D) |
|--|-----------------------------|-------------------|-------------------------------|-------------------|------------------|
| | Current Year 2011-12 | | | | |
| <u>Description</u> | Amount of Change | Salary Savings | Net Change | Staff Benefits | Total Adjustment |
| 1. <u>Miscellaneous and Special Salary Adjustments</u> | \$ | \$ | \$ | \$ | \$ |
| 2. <u>Interagency Agreements</u> | | | | | \$ |
| CURRENT YEAR TOTAL: | | | | | \$0 |
| Fund Split | General Fund | Special Fund | Non Governmental Cost Fund | Reimbursements | Total |
| Total By Fund Class: | \$0 | \$0 | \$0 | \$0 | \$0 |

| | - A - | - B - | - C - (A + B) | - D - | - E - (C + D) |
|--|----------------------------|-------------------|-------------------------------|-------------------|------------------|
| | Budget Year 2012-13 | | | | |
| <u>Description</u> | Amount of Change | Salary Savings | Net Change | Staff Benefits | Total Adjustment |
| 1. <u>Miscellaneous and Special Salary Adjustments</u> | \$ | \$ | \$ | \$ | \$ |
| 2. <u>Interagency Agreements</u> | | | | | \$ |
| BUDGET YEAR TOTAL: | | | | | \$0 |
| Fund Split | General Fund | Special Fund | Non Governmental Cost Fund | Reimbursements | Total |
| Total By Fund Class: | \$0 | \$0 | \$0 | \$0 | \$0 |

Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook

Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

| FINANCE USE ONLY | |
|--|------------------------------|
| Budget Analyst _____ (please print) | phone extension _____ |
| Principal _____ (please print) | phone extension _____ |
| Excel Tracking Document <input type="checkbox"/> | date _____ ECU Analyst _____ |

CS 3.90 Reduction for Employee Compensation List of Bargaining Units

| Unit Number | Union | Description |
|----------------|--|--|
| 1 | Service Employees International Union (SEIU) | Professional, Administrative, Financial and Staff Services |
| 2 | California Attorneys, Admin Law Judges & Hearing Officers in State Employment (CASE) | Attorneys and Hearing Officers |
| 3 | Service Employees International Union (SEIU) | Education and Library |
| 4 | Service Employees International Union (SEIU) | Office and Allied |
| 5 | California Association of Highway Patrolmen (CAHP) | Highway Patrol |
| 6 | California Correctional Peace Officers Association (CCPOA) | Corrections |
| 7 | California Statewide Law Enforcement Association (CSLEA) | Protective Services and Public Safety |
| 8 | California Department of Forestry Firefighters (CDF Firefighters) | Firefighters |
| 9 | Professional Engineers in California Government (PECG) | Professional Engineers |
| 10 | California Association of Professional Scientists (CAPS) | Professional Scientific |
| 11 | Service Employees International Union (SEIU) | Engineering and Scientific Technicians |
| 12 | International Union of Operating Engineers (IUOE) | Craft and Maintenance |
| 13 | International Union of Operating Engineers (IUOE) | Stationary Engineers |
| 14 | Service Employees International Union (SEIU) | Printing Trades |
| 15 | Service Employees International Union (SEIU) | Allied Services |
| 16 | Union of American Physicians and Dentists (UAPD) | Physician, Dentist and Podiatrists |
| 17 | Service Employees International Union (SEIU) | Registered Nurses |
| 18 | California Association of Psychiatric Technicians (CAPT) | Psychiatric Technicians |
| 19 | American Federation of State, County and Municipal Employees (AFSCME) | Health and Social Services / Professional |
| 20 | Service Employees International Union (SEIU) | Medical and Social Services |
| 21 | Service Employees International Union (SEIU) | Educational Consultant and Library |

CS 3.90 Reduction for Employee Compensation List of Reductions

| Adjustment Number | CBID | Class Code | Description | Effective Date | 2011-12 Adjustment | MOU, PML/PL # |
|-------------------|--|--|---------------------------------|----------------|--|----------------------------------|
| 1 | R01, S01, M01, C01, S02, M02, C02, R03, S03, M03, C03, R04, S04, C04, S06, M06, C06, S07, M07, S09, M09, C09, S10, M10, C10, R11, S11, S12, M12, C12, S13, R14, S14, M14, R15, S15, S16, M16, R17, S17, M17, S18, M18, S19, M19, R20, S20, R21, S21, M21, E, E48, E50, E97, E98, E99 | All less Attachment 3a | 1 Day PLP | 11/1/2010 | Reduce base pay by 4.62% for 4 months | PL 10-25, PL 11-04, PL 11-10 |
| 2 | R02, R07, R09, R10, R13 | All less Attachment 3a | 1 Day PLP | 4/1/2011 | Reduce base pay by 4.62% for 9 months | PL 11-06, PL 11-10 |
| 3 | R06 | All | 1 Day PLP | 4/1/2011 | Reduce base pay by applicable 8 hour percentage (See Attachment 3b) for 9 months | PL 11-06, PL 11-10, PML 2011-015 |
| 4 | R12, R16, R18, R19 | All less Attachment 3a | 1 Day PLP | 9/1/2010 | Reduce base pay by 4.62% for 2 months | PL 10-19, PL 10-21, PL 11-10 |
| 5 | R06 | Peace Officer/Firefighter retirement category only | Eliminate PO/FF II Contribution | 4/1/2011 | Base pay multiplied by 2% (Ongoing Reduction) | PML 2011-030 |
| 6 | S06, M06, E06 | Peace Officer/Firefighter retirement category only | Eliminate PO/FF II Contribution | 5/1/2011 | Base pay multiplied by 2% (Ongoing Reduction) | Memorandum from DPA to SCO |

Note: All Reductions are for both filled and vacant positions.

CS 3.90 Reduction for Employee Compensation Personal Leave Program Exclusions

THE FOLLOWING CLASSES AND EMPLOYEES ARE NOT SUBJECT TO THE PERSONAL LEAVE PROGRAM
2010/2011

Class

| <u>CBID</u> | <u>Code</u> | <u>Class Title</u> |
|-------------|-------------|---|
| R12 | 0987 | Maintenance Aide (Seasonal) |
| R12 | 0989 | Maintenance Aide (Seasonal) (Angel Island) |
| R12 | 0996 | Senior Maintenance Aide (Seasonal) |
| R12 | 0997 | Senior Maintenance Aide (Seasonal) (Angel Island) |

PAY LETTER 10-25 ADDED THE FOLLOWING CLASSES TO THE ABOVE LIST

Class

| <u>CBID</u> | <u>Code</u> | <u>Class Title</u> |
|-------------|-------------|--|
| R01 | 0032 | Agricultural Technician III (Seasonal) |
| R01 | 0033 | Agricultural Technician II (Seasonal) |
| R01 | 0034 | Agricultural Technician I (Seasonal) |
| R01 | 0051 | Processing Fruit and Vegetable Inspector III (Seasonal) |
| R01 | 0052 | Processing Fruit and Vegetable Inspector II (Seasonal) |
| R01 | 0054 | Processing Fruit and Vegetable Inspector I (Seasonal) |
| R11 | 0790 | Fish and Wildlife Seasonal Aid |
| R11 | 0835 | Fish and Wildlife Scientific Aid |
| R11 | 1023 | Archeological Aid (Seasonal) |
| R04 | 1242 | Office Occupations Trainee |
| R11 | 1931 | Scientific Aid |
| R11 | 3012 | Student Engineering Aid |
| R03 | 3082 | Substitute Academic Teacher (Correctional Facility) |
| R11 | 4871 | Student Assistant (Engineering and Architectural Sciences) |
| R11 | 7872 | Animal Technician I |
| R17 | 8140 | Pre-Registered Nurse |
| R17 | 8170 | Pre-Registered Nurse, Departments of Mental Health and Development |
| R20 | 8434 | Self-Help Sponsor (Part Time) |
| R15 | 9992 | Maintenance and Service Occupational Trainee |
| R11 | 9993 | Mechanical and Technical Occupational Trainee |

PAY LETTER 11-04 ADDED THE FOLLOWING CLASSES TO THE ABOVE LIST

Class

| <u>CBID</u> | <u>Code</u> | <u>Class Title</u> |
|-------------|-------------|---|
| M01 | 7500 | C.E.A Only those C.E.A's affiliated with BU 5 and 8 |

PAY LETTER 11-06 ADDED THE FOLLOWING CLASSES TO THE ABOVE LIST

Class

| <u>CBID</u> | <u>Code</u> | <u>Class Title</u> |
|-------------|-------------|---|
| R07 | 0990 | Lifeguard II (Seasonal) |
| R07 | 0993 | Lifeguard I (Seasonal) |
| R07 | 0994 | Pool Lifeguard (Seasonal) |
| R07 | 1030 | Backcountry Trails Camp Supervisor, California Conservation Corps |
| R07 | 1949 | State Fair Police Officer (Seasonal) |
| R09 | 3359 | Lead Senior Structural Engineer (Emergency) |
| R09 | 3362 | Senior Structural Engineer (Emergency) |
| R10 | 7956 | Microbiologist Intern |

Pay Letter 11-10 added all represented employees in BU 1, 2, 3, 4, 10, 11, 12, 13, 14, 15, 17, 20, and 21 at the State Compensation Insurance Fund to the above list.

CS 3.90 Reduction for Employee Compensation BU 6 Detail

1 day PLP for Unit 6

Full-time employees shall have a reduction in pay equal to 4.62%

Full-time employees in 7k ranges shall have a reduction in pay equal to 4.50%

Full-time employees in the fire captain classification, class code 9001, alternate ranges L and M (192 hour schedule), shall have a reduction in pay equal to 3.85%

Full-time employees in the fire captain classification, class code 9001, alternate ranges N and P (216 hour schedule), shall have a reduction in pay equal to 3.42%

Note: All Reductions are for both filled and vacant positions.

CS 3.90 Reduction for Employee Compensation Miscellaneous and Special Salary Adjustments

(Whole Dollars)

| |
|-----------------|
| 0 |
| Org Code |
| 0 |
| Department Name |

| Adjustment Number ^a | CBID ^b | Class Code ^c | Effective Date ^d | Brief Description ^e | Number of Positions ^f | Salary Base ^g | Amount of Adjustment ^h | A | B | C (A + B) | D | E (C + D) |
|--------------------------------------|-------------------|----------------------------|--------------------------------|-----------------------------------|-------------------------------------|--------------------------|--------------------------------------|----------------------------------|--------------------------------|-------------------------|--------------------------------|---------------------|
| | | | | | | | | Amount of Change ⁱ | Salary Savings ^j | Net Change ^k | Staff Benefits ^l | Total Adjustment |
| | | | | | | | | | | 0 | | 0 |
| | | | | | | | | | | 0 | | 0 |
| | | | | | | | | | | 0 | | 0 |
| | | | | | | | | | | 0 | | 0 |
| | | | | | | | | | | 0 | | 0 |
| CURRENT YEAR TOTAL (2011-12): | | | | | | | | 0 | 0 | 0 | 0 | 0 |

Add additional lines, if necessary, above last row of data to maintain totals.

Attach all supporting documentation.

Salary Savings Rate: #DIV/0!

Staff Benefits Rate: #DIV/0!

Keep in mind that adjustments may be reflected as hourly, monthly, or annually. Please be sure to convert calculations to same time periods when making the adjustments and that they reflect full adjustments applicable in each fiscal year.

^a The Adjustment Number is the identifier unique to each Miscellaneous and Special Salary Adjustment included on Attachment 3. Departments must include the corresponding identifier for each adjustment requested.

^b The Collective Bargaining Identification (CBID) number (e.g., R01, M01, C01, S01, E97).

^c Each classification has been assigned a classification code consisting of four digits. The classification code must be entered for all special salary adjustments unless designated "All" or "All less..." on Attachment 3, in which case "various" can be used in lieu of a class code.

^d The effective date is the date that the adjustment is effective as detailed in the MOUs and on Attachment 3.

^e Please provide a brief description of the adjustment. Use descriptions outlined on Attachment 3; however, if additional specificity is required, please summarize. For example, if a department has an employee who is entitled to the "\$2,400 per year Recruitment and Retention Differential for Salinas Valley", a more concise description might be "\$2,400 R&R - Salinas".

^f Departments should display the number of positions in the classification that are affected by the adjustment.

^g **For the 2011-12 and 2012-13 salary base, use the current year (2011-12) of the 2012-13 7A. In addition, remove major one-time reductions such as program eliminations from the 2011-12 base.**

^h Enter the amount of the adjustment (e.g., "-4.62%" for a PLP adjustment, "-2%" for elimination of POFF II contributions).

ⁱ This column reflects the calculation of the salary base multiplied by the percent adjustment or differential multiplied by the number of eligible employees. This will be a **negative** number.

^j Departments are to use the 2011-12 budgeted salary savings rates included in the first pass of the 2012-13 Governor's Budget Spreadsheet. This will be a **positive** number.

^k The "Net Change" is the reduction offset by any salary savings. The "Current Year Total" and the "Budget Year Total" must tie to the "Net Change" column of Attachment 1.

^l Include applicable staff benefits (e.g., OASDI, Medicare, and retirement contributions) **on the net change only**. Each department must use the current year employer retirement contribution rate applicable to their employees. In addition, departments with employees in multiple retirement categories (e.g., Tier I and Tier II) must prepare separate calculations based on the applicable retirement category. The revised retirement rates are reflected in Control Section 3.60. The "Current Year Total" must tie to the "Staff Benefits" column on Line 1 of Attachment 1.

*****Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook*****

Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

CS 3.90 Reduction for Employee Compensation Miscellaneous and Special Salary Adjustments

(Whole Dollars)

Note: Only adjustments 5 and 6 pertaining to PO/FF II are applicable in 2012-13.

| |
|------------|
| 0 |
| Org Code |
| 0 |
| Department |

| | | | | | | | | A | B | C (A + B) | D | E (C + D) |
|-------------------------------------|-------------------|----------------------------|--------------------------------|-----------------------------------|-------------------------------------|--------------------------|--------------------------------------|----------------------------------|--------------------------------|-------------------------|--------------------------------|---------------------|
| Adjustment Number ^a | CBID ^b | Class Code ^c | Effective Date ^d | Brief Description ^e | Number of Positions ^f | Salary Base ^g | Amount of Adjustment ^h | Amount of Change ⁱ | Salary Savings ^j | Net Change ^k | Staff Benefits ^l | Total Adjustment |
| | | | | | | | | | | 0 | | 0 |
| | | | | | | | | | | 0 | | 0 |
| | | | | | | | | | | 0 | | 0 |
| | | | | | | | | | | 0 | | 0 |
| | | | | | | | | | | 0 | | 0 |
| BUDGET YEAR TOTAL (2012-13): | | | | | | | | 0 | 0 | 0 | 0 | 0 |

Add additional lines, if necessary, above last row of data to maintain totals.

Attach all supporting documentation.

Salary Savings Rate: #DIV/0!

Staff Benefits Rate: #DIV/0!

Keep in mind that adjustments may be reflected as hourly, monthly, or annually. Please be sure to convert calculations to same time periods when making the adjustments and that they reflect full adjustments applicable in each fiscal year.

^a The Adjustment Number is the identifier unique to each Miscellaneous and Special Salary Adjustment included on Attachment 3. Departments must include the corresponding identifier for each adjustment requested.

^b The Collective Bargaining Identification (CBID) number (e.g., R01, M01, C01, S01, E97).

^c Each classification has been assigned a classification code consisting of four digits. The classification code must be entered for all special salary adjustments unless designated "All" or "All less..." on Attachment 3, in which case "various" can be used in lieu of a class code.

^d The effective date is the date that the adjustment is effective as detailed in the MOUs and on Attachment 3.

^e Please provide a brief description of the adjustment. Use descriptions outlined on Attachment 3; however, if additional specificity is required, please summarize. For example, if a department has an employee who is entitled to the "\$2,400 per year Recruitment and Retention Differential for Salinas Valley", a more concise description might be "\$2,400 R&R - Salinas".

^f Departments should display the number of positions in the classification that are affected by the adjustment.

^g For the 2011-12 and 2012-13 salary base, use the current year (2011-12) of the 2012-13 7A. In addition, remove major one-time reductions such as program eliminations from the 2011-12 base.

^h Enter the amount of the adjustment (e.g., "-4.62%" for a PLP adjustment, "-2%" for elimination of POFF II contributions).

ⁱ This column reflects the calculation of the salary base multiplied by the percent adjustment or differential multiplied by the number of eligible employees. This will be a **negative** number.

^j Departments are to use the 2011-12 budgeted salary savings rates included in the first pass of the 2012-13 Governor's Budget Spreadsheet. This will be a **positive** number.

^k The "Net Change" is the reduction offset by any salary savings. The "Current Year Total" and the "Budget Year Total" must tie to the "Net Change" column of Attachment 1.

^l Include applicable staff benefits (e.g., OASDI, Medicare, and retirement contributions) **on the net change only**. Each department must use the current year employer retirement contribution rate applicable to their employees. In addition, departments with employees in multiple retirement categories (e.g., Tier I and Tier II) must prepare separate calculations based on the applicable retirement category. The revised retirement rates are reflected in Control Section 3.60. The "Budget Year Total" must tie to the "Staff Benefits" column on Line 1 of Attachment 1.

Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook

Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

CS 3.90 Reduction for Employee Compensation Interagency Agreement Worksheet

(Whole Dollars)

0

Org Code

0

Department Name

- A -

- B -

- C -
(A + B)

- D -

- E -
(D + E + F = C)

- F -

| Interagency Agreement Number ^a | Contracting Department Org Code | Reimbursed Department Org Code | Salary Base ^b | Amount of Change ^c | Staff Benefits ^d | Total Compensation Adjustment ^e | General Fund ^f | Special Fund ^f | Nongov't Cost Fund ^f |
|---|---------------------------------|--------------------------------|--------------------------|-------------------------------|-----------------------------|--|---------------------------|---------------------------|---------------------------------|
| 1. | | | | | | 0 | | | |
| 2. | | | | | | 0 | | | |
| 3. | | | | | | 0 | | | |
| 4. | | | | | | 0 | | | |
| 5. | | | | | | 0 | | | |

CURRENT YEAR 2011-12 TOTAL^g:

0 **0** **0** **0**

Note: Contracting departments should complete this worksheet after coordinating with the reimbursed department to determine the correct adjustment amount. The total adjustment for each individual interagency agreement must meet or exceed -\$10,000 to be included on Attachment 5.

^a For the reimbursed departments, the interagency agreement amounts must be reflected in the reimbursed department's reimbursement schedules contained in the appropriate item(s) to be eligible for an employee compensation allocation. For the contracting departments, the interagency agreement amounts must be reflected in the contracting department's General Fund, special fund, or nongovernmental cost fund schedules contained in the appropriate item(s) to be eligible for an employee compensation allocation.

^b For the 2011-12 and 2012-13 salary base, use the current year (2011-12) of the 2012-13 7A, enter the total amount of salaries and wages to be paid under the provisions of the interagency agreement prior to applying the adjustments specified in this Budget Letter. These amounts should also reflect the amount net of salary savings.

^c Enter the respective total amount of change for the 2011-12 and 2012-13 employee compensation adjustments as specified in this Budget Letter for the interagency agreement.

^d Include applicable staff benefits (e.g., OASDI, Medicare, and retirement contributions). Each department must use the current year employer retirement contribution rate applicable to their employees. In addition, departments with employees in multiple retirement categories (e.g., Tier I and Tier II) must prepare separate calculations based on the applicable retirement category. The revised retirement rates are reflected in Control Section 3.60.

^e For the contracting department, the sum of General Fund, Special Fund, and Nongovernmental Cost Fund must equal the Total Compensation Adjustment.

^f Refer to the Uniform Codes Manual, Numerical Fund Listing (<http://www.dof.ca.gov/html/calstars/ucm/20fundnum.pdf>), to determine the correct classification of a fund (General Fund, Special Fund, or Nongovernmental Cost Fund). **Categorize Federal Funds and Bond Funds as Nongovernmental Cost Funds. For example XXXX-XXX-0001 General Fund, XXXX-XXX-0494 Special Fund, and XXXX-XXX-0988 Nongovernmental Cost Funds. Please ensure that the fund classification is correct.**

^g Contracting departments should include this total as OE&E on the Expenditures by Category. Reimbursed departments should include this total as salaries and benefits in the Expenditures by Category (see Attachment A for treatment of budget documents).

*****Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook*****

Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

(Whole Dollars)

Department Name

- F -

| Interagency Agreement Number ^a | Contracting Department Org Code | Reimbursed Department Org Code | Salary Base ^b | Amount of Change ^c | Staff Benefits ^d | Total Compensation Adjustment ^e | General Fund ^f | Special Fund ^f | Nongov't Cost Fund ^f |
|---|---------------------------------|--------------------------------|--------------------------|-------------------------------|-----------------------------|--|---------------------------|---------------------------|---------------------------------|
| 1. _____ | _____ | _____ | _____ | _____ | _____ | 0 | _____ | _____ | _____ |
| 2. _____ | _____ | _____ | _____ | _____ | _____ | 0 | _____ | _____ | _____ |
| 3. _____ | _____ | _____ | _____ | _____ | _____ | 0 | _____ | _____ | _____ |
| 4. _____ | _____ | _____ | _____ | _____ | _____ | 0 | _____ | _____ | _____ |
| 5. _____ | _____ | _____ | _____ | _____ | _____ | 0 | _____ | _____ | _____ |

| | | | |
|---|---|---|---|
| 0 | 0 | 0 | 0 |
|---|---|---|---|

Note: Contracting departments should complete this worksheet after coordinating with the reimbursed department to determine the correct adjustment amount. The total adjustment for each individual interagency agreement must meet or exceed -\$10,000 to be included on Attachment 5.

^a For the reimbursed departments, the interagency agreement amounts must be reflected in the reimbursed department's reimbursement schedules contained in the appropriate item(s) to be eligible for an employee compensation allocation. For the contracting departments, the interagency agreement amounts must be reflected in the contracting department's General Fund, special fund, or nongovernmental cost fund schedules contained in the appropriate item(s) to be eligible for an employee compensation allocation.

^b For the 2011-12 and 2012-13 salary base, use the current year (2011-12) of the 2012-13 7A, enter the total amount of salaries and wages to be paid under the provisions of the interagency agreement prior to applying the adjustments specified in this Budget Letter. These amounts should also reflect the amount net of salary savings.

^c Enter the respective total amount of change for the 2011-12 and 2012-13 employee compensation adjustments as specified in this Budget Letter for the interagency agreement.

^d Include applicable staff benefits (e.g., OASDI, Medicare, and retirement contributions). Each department must use the current year employer retirement contribution rate applicable to their employees. In addition, departments with employees in multiple retirement categories (e.g., Tier I and Tier II) must prepare separate calculations based on the applicable retirement category. The revised retirement rates are reflected in Control Section 3.60.

^e For the contracting department, the sum of General Fund, Special Fund, and Nongovernmental Cost Fund must equal the Total Compensation Adjustment.

ⁱ Refer to the Uniform Codes Manual, Numerical Fund Listing (<http://www.dof.ca.gov/html/calstars/ucm/20fundnum.pdf>), to determine the correct classification of a fund (General Fund, Special Fund, or Nongovernmental Cost Fund). **Categorize Federal Funds and Bond Funds as Nongovernmental Cost Funds. For example XXXX-XXX-0001 General Fund, XXXX-XXX-0494 Special Fund, and XXXX-XXX-0988 Nongovernmental Cost Funds. Please ensure that the fund classification is correct.**

⁹ Contracting departments should include this total as OE&E on the Expenditures by Category. Reimbursed departments should include this total as salaries and benefits in the Expenditures by Category (see Attachment A for treatment of budget documents).

*****Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook*****

Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

CS 3.90 Reduction for Employee Compensation Scheduling Worksheet
Current Year (2011-12)
(Rounded to Whole Dollars)

0

Org Code

0

Department Name

| | ITEMS OF APPROPRIATION ^a | Individual Item Adjustments (whole dollars) | Subtotals | Total Adjustment |
|---|-------------------------------------|--|-----------------------------------|------------------|
| Main Support Item: | | | \$0 | |
| | Program Categories | | (Main Support Subtotal) | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | Reimbursements | \$ | | |
| Independent or Subsidiary Items: | | \$ | \$0 | |
| (unscheduled or item/program categories) | | \$ | (Independent/Subsidiary Subtotal) | |
| (add additional lines here for more items and/or programs) | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| Reimbursements | | \$ | \$0 | |
| | | \$ | (Reimbursements Subtotal) | |
| | | \$ | | |
| | | \$ | | |
| Total Reduction for Employee Compensation Adjustment, All Funds ^b | | | | \$0 |

^a Enter the organization code, reference number, fund number, and program number for each item of appropriation (e.g., XXXX-YYY-ZZZZ - Program 10), see attached example. **If necessary, insert more lines, do not add new sections in order to include all adjustments.** There should only be three categories-Main, Independent/Subsidiary, and Reimbursements.

^b The Main Support, Independent or Subsidiary, and Reimbursement items **must tie** (round) to the Planning Estimate worksheet (Attachment 7).

*****Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook*****

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CS 3.90 Reduction for Employee Compensation Scheduling Worksheet
Budget Year (2012-13)
(Rounded to Thousands)

0

Org Code

0

Department Name

| | ITEMS OF APPROPRIATION ^a | Individual Item Adjustments (whole dollars) | Subtotals | Total Adjustment |
|---|-------------------------------------|--|-----------------------------------|------------------|
| Main Support Item: | | | \$0 | |
| | Program Categories | | (Main Support Subtotal) | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | Reimbursements | \$ | | |
| Independent or Subsidiary Items: | | | \$0 | |
| (unscheduled or item/program categories) | | \$ | (Independent/Subsidiary Subtotal) | |
| | | \$ | | |
| (add additional lines here for more items and/or programs) | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| | | \$ | | |
| Reimbursements | | \$ | \$0 | |
| | | \$ | (Reimbursements Subtotal) | |
| | | \$ | | |
| | | \$ | | |
| Total Reduction for Employee Compensation Adjustment, All Funds ^b | | | | \$0 |

^a Enter the organization code, reference number, fund number, and program number for each item of appropriation (e.g., XXXX-YYY-ZZZZ - Program 10), see attached example. **If necessary, insert more lines, do not add new sections in order to include all adjustments.** There should only be three categories-Main, Independent/Subsidiary, and Reimbursements.

^b The Main Support, Independent or Subsidiary, and Reimbursement items **must tie** (round) to the Planning Estimate worksheet (Attachment 7).

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Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

CS 3.90 Reduction for Employee Compensation Scheduling Worksheet
Current Year Example
(Rounded to Whole Dollars)

1234

Org Code

Department of Example

Department Name

| | ITEMS OF APPROPRIATION ^a | Individual Item Adjustments (whole dollars) | Subtotals | Total Adjustment |
|--|-------------------------------------|--|-----------------------------------|------------------|
| Main Support Item: | 1234-001-0001 | | -\$120,245 | |
| | Program Categories | | (Main Support Subtotal) | |
| | 10 - Program ABC | \$ -68,242 | | |
| | 20 - Program DEF | \$ -40,001 | | |
| | 30 - Program GHI | \$ -20,002 | | |
| | 40 - Program JKL | \$ -10,001 | | |
| | 50.01 - Administration | \$ -3,003 | | |
| | 50.02 - Distributed Admin | \$ 3,003 | | |
| | Reimbursements | \$ 18,001 | | |
| Independent or Subsidiary Items: | 1234-001-0494 - (10) | \$ -50,001 | -\$80,006 | |
| (unscheduled or item/program categories) | 1234-001-0797 - (10) | \$ -10,002 | (Independent/Subsidiary Subtotal) | |
| (add additional lines here for more items and/or programs) | 1234-001-0890 - (10) | \$ -10,003 | | |
| | 1234-001-0988 - (10) | \$ -10,004 | | |
| | 1234-001-0988 - (20) | \$ -10,002 | | |
| | 1234-501-0988 - (45) | \$ -10,001 | | |
| | 1234-502-0995 | \$ 20,007 | | |
| Reimbursements | 1234-501-0995 | \$ -18,001 | -\$38,008 | |
| | 1234-502-0995 | \$ -20,007 | (Reimbursements Subtotal) | |
| | | \$ | | |
| Total Reduction for Employee Compensation Adjustment, All Funds^b | | | | -\$238,259 |

^a Enter the organization code, reference number, fund number, and program number for each item of appropriation (e.g., XXXX-YYY-ZZZZ - Program 10), see attached example. **If necessary, insert more lines, do not add new sections in order to include all adjustments.** There should only be three categories-Main, Independent/Subsidiary, and Reimbursements.

^b The Main Support, Independent or Subsidiary, and Reimbursement items **must tie** (round) to the Planning Estimate worksheet (Attachment 7).

Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook

Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

CS 3.90 Reduction for Employee Compensation Scheduling Worksheet
Budget Year Example
(Rounded to Thousands)

1234

Org Code

Department of Example

Department Name

| | ITEMS OF APPROPRIATION ^a | Individual Item Adjustments (whole dollars) | Subtotals | Total Adjustment |
|---|-------------------------------------|--|--|------------------|
| Main Support Item: | 1234-001-0001 | | -\$120,000 | |
| | Program Categories | | (Main Support Subtotal) | |
| | 10 - Program ABC | \$ -68,000 | | |
| | 20 - Program DEF | \$ -40,000 | | |
| | 30 - Program GHI | \$ -20,000 | | |
| | 40 - Program JKL | \$ -10,000 | | |
| | 50.01 - Administration | \$ -3,000 | | |
| | 50.02 - Distributed Admin | \$ 3,000 | | |
| | Reimbursements | \$ 18,000 | | |
| Independent or Subsidiary Items: | 1234-001-0494 - (10) | \$ -50,000 | -\$80,000 | |
| (unscheduled or item/program categories) | 1234-001-0797 - (10) | \$ -10,000 | (Independent/Subsidiary Subtotal) | |
| (add additional lines here for more items and/or programs) | 1234-001-0890 - (10) | \$ -10,000 | | |
| | 1234-001-0988 - (10) | \$ -10,000 | | |
| | 1234-001-0988 - (20) | \$ -10,000 | | |
| | 1234-501-0988 - (45) | \$ -10,000 | | |
| | 1234-502-0995 | \$ 20,000 | | |
| Reimbursements | 1234-501-0995 | \$ -18,000 | -\$38,000 | |
| | 1234-502-0995 | \$ -20,000 | (Reimbursements Subtotal) | |
| | | \$ | | |
| Total Reduction for Employee Compensation Adjustment, All Funds ^b | | | | -\$238,000 |

^a Enter the organization code, reference number, fund number, and program number for each item of appropriation (e.g., XXXX-YYY-ZZZZ - Program 10), see attached example. **If necessary, insert more lines, do not add new sections in order to include all adjustments.** There should only be three categories-Main, Independent/Subsidiary, and Reimbursements.

^b The Main Support, Independent or Subsidiary, and Reimbursement items **must tie** (round) to the Planning Estimate worksheet (Attachment 7).

Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook

Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

CS 3.90 Reduction for Employee Compensation Planning Estimate Worksheet
(Dollars in Thousands)

0

Org Code

0

Department Name

| | Item of Appropriation ^a | Fund Class ^b | 2011-12 PE Line 0110 Adjustment | 2011-12 PE Line 0120 Adjustment | 2011-12 PE Line 0700 Adjustment | 2012-13 PE Line 0120 Adjustment PO/FF II Only | 2012-13 PE Line 0700 Adjustment PO/FF II Only |
|--------------------|---------------------------------------|----------------------------|---------------------------------------|---------------------------------------|---------------------------------------|--|--|
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |
| 16 | | | | | | | |
| 17 | | | | | | | |
| 18 | | | | | | | |
| 19 | | | | | | | |
| 20 | | | | | | | |
| Total ^c | | | | | \$0 | | \$0 |

| | Salaries Total | Staff Benefits Total | Interagency Agreement Total | Staff Benefits Total | Interagency Agreement Total |
|-----------|----------------|-------------------------|-----------------------------------|-------------------------|-----------------------------------|
| Subtotals | \$0 | \$0 | \$0 | \$0 | \$0 |

| Fund Classification | | | |
|---------------------|-----|-------|-----|
| GF | \$0 | GF | \$0 |
| SF | \$0 | SF | \$0 |
| NGC | \$0 | NGC | \$0 |
| R | \$0 | R | \$0 |
| Total | \$0 | Total | \$0 |

^a Enter the organization code, reference number, fund number, and fund class (e.g., XXXX-YYY-ZZZZ) for each Item of Appropriation. If there is a transfer or an agency secretary adjustment, please indicate all affected (budget act and non-budget act) items; due to fund transfers, it is possible that there will be both positive and negative amounts listed for the same adjustment.

^b Refer to the Uniform Codes Manual, Numerical Fund Listing (<http://www.dof.ca.gov/html/calstars/ucm/20fundnum.pdf>), to determine the correct classification of a fund. **Categorize Federal Funds and Bond Funds as Nongovernmental Cost Funds and identify Reimbursements separately. Use GF, SF, NGC or R for the fund classification in this column. For example XXXX-XXX-0001 GF, XXXX-XXX-0494 SF, XXXX-XXX-0988 NGC, and XXXX-50X-0995 R. Please ensure that the fund classification is correct.**

^c The 2011-12 and 2012-13 totals (in thousands) must tie to Attachment 6 (in whole dollars) when converted to thousands.

*Unhide additional lines if necessary. Be sure to maintain formulas and totals by unhiding rows the line before the total.

Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook

Due to your Finance budget analyst no later than COB Tuesday, October 11, 2011.

CS 3.90 Reduction for Employee Compensation Crossties

0

Org Code

0

Department Name

Description

Current Year

Budget Year

| | | |
|---|---|---|
| 1 Miscellaneous and Special Salary Adjustments Amount of Change - 4 Current Year Total Amount of Change | 0 | 0 |
| 1 Miscellaneous and Special Salary Adjustments Salary Savings - 4 Current Year Total Salary Savings | 0 | 0 |
| 1 Miscellaneous and Special Salary Adjustments Net Change - 4 Current Year Total Net Change | 0 | 0 |
| 1 Miscellaneous and Special Salary Adjustments Staff Benefits - 4 Current Year Total Staff Benefits | 0 | 0 |
| 1 Miscellaneous and Special Salary Adjustments Total Adjustment - 4 Current Year Total Total Adjustment | 0 | 0 |
| 1 Interagency Agreement Total Cost - 5 Total Compensation Adjustment | 0 | 0 |
| 1 Total Adjustment - 6 Total Adjustment, All Funds | 0 | 0 |
| 1 Total Adjustment - 1 Total By Fund Class | 0 | 0 |
| 6 Total Adjustment, All Funds - 7 Total Adjustment, All Funds | 0 | 0 |
| 7 Total Adjustment, All Funds - 7 Fund Classification Total | 0 | 0 |